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ABSTRACT

The revision of the United States Employment Service (USES) Interest Check List (ICL) is described. The ICL was designed as an aid to Employment Service counselors by helping counselees to become more aware of the variety of occupational fields that exist and to identify their occupational interests as a basis for occupational exploration. The development of the 1979 edition of the ICL was oriented to the "Guide for Occupational Exploration" (GOE) which contains an occupational structure consisting of 12 interest areas, 66 work groups, and 348 subgroups. Work on the revision of the ICL and the development of the GOE was carried out simultaneously. Item construction and changes in format and graphics are described. The occupational structure of interest areas, work groups, and subgroups in the GOE; and the ICL with instructions for administering and using the ICL are included in the appendices. (Author/PN)

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USES TEST RESEARCH REPORT NO. 36

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DEVELOPMENT OF 1979 REVISION OF
THE INTEREST CHECK LIST

DIVISION OF TESTING
EMPLOYMENT AND TRAINING ADMINISTRATION
U. S. DEPARTMENT OF LABOR
WASHINGTON, D. C. 20213

March, 1982

PREFACE

The United States Employment Service Interest Check List was developed by the California Employment Development Department, Test Research Field Center, Los Angeles, California. This is one project in the Federal-State cooperative test research program led by the United States Employment Service (USES). Other testing tools produced through this continuing program include the General Aptitude Test Battery, the Nonreading Aptitude Test Battery, Specific Aptitude Test Batteries, Clerical Skills Tests, and Basic Occupational Literacy Test, the U. S. Interest Inventory, and Pretesting Orientation Techniques.

Although designed primarily to meet the needs of employment service interviewers and counselors for assessment of applicants, USES tests are also useful to counselors in high schools, employment and training organizations, rehabilitation agencies, etc. Because of the many requests for tests, State employment services have developed procedures for making available USES tests to other agencies, when warranted, for operational use or for research. As an alternative, cooperative arrangements are sometimes made whereby an agency's clients may be referred to an employment service local office for testing. Organizations interested in exploring these possibilities should contact the local office of their State employment service.

The USES Interest Check List is one component of an important new Counselor Assessment/Occupational Exploration System developed by the USES. Further information about this system can be obtained by contacting State employment service personnel or by writing to:

Division of Testing
U. S. Employment Service
Employment and Training Administration
U. S. Department of Labor
601 D Street, N. W.
Room 8402
Washington, D. C. 20213

DEVELOPMENT OF 1979 REVISION OF THE INTEREST CHECK LIST

This report describes research undertaken by the California Employment Development Department, Test Research Field Center, Los Angeles, California for the purpose of revising the USIS Interest Check List.

BACKGROUND:

For more than 25 years the U. S. Department of Labor has provided the State Employment Service with an Interest Check List. The Interest Check List was designed as an aid to Employment Service counseling by helping counselees to become more aware of the variety of occupational fields that exist and to identify their occupational interest as a basis for occupational exploration. The 1967 edition of the Check List contained 173 work related activity statements which were keyed to the Worker Traits Group and Occupational Group Arrangement of Volume II of the third edition of the Dictionary of Occupational Titles. Despite the wealth of information contained in it, Volume II was not used to any great extent, because it was difficult to use. Research was continued to find a more adaptable aid for counseling and this research led to development of the Guide for Occupational Exploration which contained an occupational structure consisting of 12 Interest Areas, 66 Work Groups and 348 Subgroups (see Appendix A). The development of the 1979 edition of the Interest Check List was oriented to this structure. Work on the revision of the Interest Check List and the development of the Guide for Occupational Exploration was carried out simultaneously with the anticipation that both would be released for use in the field at about the same time.

ITEM CONSTRUCTION:

The Interest Areas contain from two to twelve Work Groups each. Initially, it was intended that each of the 66 Work Groups would be represented in the Check List by three items (work activity statements). However, the large range of occupations within four of the Work Groups could not be adequately represented by only three items. Thus, it was decided that Work Groups 05.03; 05.05; 06.02; and 06.04 should be represented by six items each, resulting in a total of 210 items as opposed to 173 for the 1967 version of the Interest Check List.

The actual item construction proceeded in the following manner for each of the 66 Work Groups:

1. For those Work Groups containing more than three Subgroups, three (six for the four Work Groups previously mentioned) were identified for representation in the Check List. (In cases where three or fewer Subgroups existed, all Subgroups were selected.) The choice of which Subgroups to include was based upon a number of factors, such as the similarity between Subgroups; how representative the Subgroup was of jobs nationwide; and how representative the Subgroup was of the entire Work Group.

2. After the Subgroups were chosen, the items in the experimental edition of the USES Interest Inventory were reviewed for possible inclusion without modification. If the Inventory item was a good match with one of the occupations within the chosen Subgroup, it was used unaltered. If the item was from an occupation in another Subgroup which was considered to be just or nearly as appropriate as the originally chosen Subgroup, the item was also used unaltered.
3. To construct new items for coverage of the remaining Subgroups, an occupation was selected within a Subgroup which would be a good, representative example of the entire Subgroup. (A good example was considered one which was a relatively common occupation, which most counselees could recognize, and which had no strong negative connotation or highly prestigious connotation--for example, garbage collector or movie star.) The fourth edition of the Dictionary of Occupational Titles was used to obtain descriptions of the selected occupations. In many cases the lead statement of the DOT definitions was used for the Interest Check List item with only minor changes. Where the lead statement appeared to be too long and/or too complex in wording, modifications were made to shorten the statement by omitting less important duties or replace too complex or technical terms with their more common equivalents. In a few cases items were taken from one or more of the most representative task element statements in the DOT definition. In all cases the use of uncommon, technical or esoteric words was kept to an absolute minimum. Also it was initially agreed that as many as possible of the items would represent "work activities" (i.e., actual statements of job duties, rather than description of job titles or description on non-working equivalents of job duties--e.g., "be a doctor" or "build a kitchen cabinet for your house").
4. After all items had been constructed, the review and refinement process took place. The refinement process utilized input and suggestions from many test research personnel in an attempt to make each item as understandable to the counselee as possible and as predictive as possible of the counselee's true vocational interests. Factors considered in this process were: a) use of commonly understood words and phrases; b) eliminating, as much as possible, any socially undesirable or overly prestigious connotations of the items, such that the activity itself, rather than social "status" associated with the activity, was described; c) exclusion of activities associated with occupations which exist primarily in only few locations of the country (e.g., the movie industry in Hollywood); d) exclusion, where possible, of activities associated with predominantly male or female occupations; e) use of only activity statements, where possible, which depict a single occupation rather than two or more occupations which may appear closely related, but may actually elicit different responses from the same person; f) verification of the specific occupation from which the item was derived, in terms of appropriate major duties depicted and exclusion of duties which may be confounded with other, related occupations.

FORMAT AND GRAPHICS:

It seemed appropriate, where possible, to use the same format as was used in the earlier editions of the Interest Check List. Some changes were necessary, however, to make the Check List compatible with the Guide for Occupational Exploration and the intended interpretation and usage strategies.

The items are presented in sets corresponding to Work Groups in order of Work Group codes. These Work Group codes, ranging from 01.01 to 12.02, have been printed vertically along the left margin of each set of Work Group items. This arrangement was designed to make the Work Group coding minimally distractive to the counselee during completion of the items, but conveniently available to counselor and counselee for interpretation of results. Each set of Work Group items is separated by a double spacing to make it easier for reviewing responses.

By simplifying the item statements it was possible to use the same size, single fold format of the 1967 version of the Interest Check List even though 37 work activity statements had been added, increasing the total number from 173 to 210 items.

The cover page artwork consists of stylized graphic representative of the 12 interest areas which provided the basic structure for occupational exploration.

The introduction and instructions for administration required only slight modification of the 1967 version. The only substantive changes are the instructions to (a) double check "at least five" rather than "at least three" activities and (b) check the "?" only when you cannot decide whether you would like or dislike the activity---".

THE FINAL MATERIALS:

The following items are required for the administration and interpretation of the Interest Check List, and are on public sale by the Superintendent of Documents, U. S. Government Printing Office, Washington, D. C. 20402.

- USES Interest Check List, 1979 Edition, Stock No. 029-013-00093-4
- Instruction for Administering and Using the USES Interest Check List, Stock No. 029-013-00092-6

A Copy of the above items is contained in Appendix B.

APPENDIX A

The Occupational Structure of Interest Areas, Work Groups and Subgroups in the Guide for Occupational Exploration

06.04-16	Equipment Operation, Textile, Fabric, and Leather Processing	07.02-04	Billing and Rate Computation	09.01-03	Food Services
06.04-17	Equipment Operation, Clay Processing	07.02-05	Payroll and Timekeeping	09.01-04	Safety and Comfort Services
06.04-18	Equipment Operation, Wood Processing	07.03	Financial Detail	09.02	Barber and Beauty Services
06.04-19	Equipment Operation, Assorted Materials Processing	07.03-01	Paying and Receiving	09.02-01	Cosmetology
06.04-20	Machine Assembling	07.04	Oral Communications	09.02-02	Barbering
06.04-21	Machine Work, Brushing, Spraying, and Coating	07.04-01	Interviewing	09.03	Passenger Services
06.04-22	Manual Work, Assembly Large Parts	07.04-02	Order, Complaint, and Claims Handling	09.03-01	Group Transportation
06.04-23	Manual Work, Assembly Small Parts	07.04-03	Registration	09.03-02	Individual Transportation
06.04-24	Manual Work, Metal and Plastics	07.04-04	Reception and Information Giving	09.03-03	Instruction and Supervision
06.04-25	Manual Work, Wood	07.04-05	Information Transmitting and Receiving	09.04	Customer Services
06.04-26	Manual Work, Paper	07.04-06	Switchboard Services	09.04-01	Food Services
06.04-27	Manual Work, Textile, Fabric, and Leather	07.05	Records Processing	09.04-02	Sales Services
06.04-28	Manual Work, Food Processing	07.05-01	Coordinating and Scheduling	09.05	Attendant Services
06.04-29	Manual Work, Rubber	07.05-02	Record Verification and Proofing	09.05-01	Physical Conditioning
06.04-30	Manual Work, Stone, Glass, and Clay	07.05-03	Record Preparation and Maintenance	09.05-02	Food Services
06.04-31	Manual Work, Welding, and Flame Cutting	07.05-04	Routing and Distribution	09.05-03	Portering and Baggage Services
06.04-32	Manual Work, Casting and Molding	07.06	Clerical Machine Operation	09.05-04	Doorkeeping Services
06.04-33	Manual Work, Brushing, Spraying, and Coating	07.06-01	Computer Operation	09.05-05	Card and Game Room Services
06.04-34	Manual Work, Assorted Materials	07.06-02	Keyboard Machine Operation	09.05-06	Individualized Services
06.04-35	Laundering, Dry Cleaning	07.07	Clerical Handling	09.05-07	General Wardrobe Services
06.04-36	Filling	07.07-01	Filing	09.05-08	Ticket Taking, Ushering
06.04-37	Manual Work, Stamping, Marking, Labeling, and Ticketing	07.07-02	Sorting and Distribution	10	Humanitarian
06.04-38	Wrapping and Packing	07.07-03	General Clerical Work	10.01	Social Services
06.04-39	Cleaning	08	Selling	10.01-01	Religious
06.04-40	Loading, Moving, Hoisting, and Conveying	08.01	Sales Technology	10.01-02	Counseling and Social Work
07	Business Detail	08.01-01	Technical Sales	10.02	Nursing, Therapy and Specialized Teaching Services
07.01	Administrative Detail	08.01-02	Intangible Sales	10.02-01	Nursing
07.01-01	Interviewing	08.01-03	General Clerical Work	10.02-02	Therapy and Rehabilitation
07.01-02	Administration	08.02	General Sales	10.02-03	Specialized Teaching
07.01-03	Secretarial Work	08.02-01	Wholesale	10.03	Child and Adult Care
07.01-04	Financial Work	08.02-02	Retail	10.03-01	Data Collection
07.01-05	Certifying	08.02-03	Wholesale and Retail	10.03-02	Patient Care
07.01-06	Investigating	08.02-04	Real Estate	10.03-03	Care of Others
07.01-07	Test Administration	08.02-05	Demonstration and Sales Services	11	Leading-Influencing
07.02	Mathematical Detail	08.02-06	Driving-Selling	11.01	Mathematics and Statistics
07.02-01	Bookkeeping and Auditing	08.02-07	Soliciting-Selling	11.01-01	Data Processing Design
07.02-02	Accounting	08.02-08		11.01-02	Data Analysis
07.02-03	Statistical Reporting and Analysis	08.03	Vending	11.02	Educational and Library Services
		08.03-01	Peddling and Hawking	11.02-01	Teaching and Instructing, General
		08.03-02	Promoting	11.02-02	Vocational and Industrial Teaching
		09	Accommodating	11.02-03	Teaching, Home Economics, Agriculture, and Related
		09.01	Hospitality Services	11.02-04	Library Services
		09.01-01	Social and Recreational Activities		
		09.01-02	Guide Services		

11.03	Social Research	11.12	Contracts and Claims
11.03-01	Psychological	11.12-01	Claims Settlement
11.03-02	Sociological	11.12-02	Rental and Leasing
11.03-03	Historical	11.12-03	Booking
11.03-04	Occupational	11.12-04	Procurement Negotiations
11.03-05	Economic		
11.04	Law	12	Physical Performing
11.04-01	Justice Administration		
11.04-02	Legal Practice	12.01	Sports
11.04-03	Abstracting, Document Preparation	12.01-01	Coaching and Instructing
		12.01-02	Officiating
		12.01-03	Performing
11.05	Business Administration	12.02	Physical Feats
11.05-01	Management Services: Non-Government	12.02-01	Performing
11.05-02	Administrative Specialization		
11.05-03	Management Services: Government		
11.05-04	Sales and Purchasing Management		
11.06	Finance		
11.06-01	Accounting and Auditing		
11.06-02	Records Systems Analysis		
11.06-03	Risk and Profit Analysis		
11.06-04	Brokering		
11.06-05	Budget and Financial Control		
11.07	Services Administration		
11.07-01	Social Services		
11.07-02	Health and Safety Services		
11.07-03	Educational Services		
11.07-04	Recreational Services		
11.08	Communications		
11.08-01	Editing		
11.08-02	Writing		
11.08-03	Writing and Broadcasting		
11.08-04	Translating and Interpreting		
11.09	Promotion		
11.09-01	Sales		
11.09-02	Funds and Membership Solicitation		
11.09-03	Public Relations		
11.10	Regulations Enforcement		
11.10-01	Finance		
11.10-02	Individual Rights		
11.10-03	Health and Safety		
11.10-04	Immigration and Customs		
11.10-05	Company Policy		
11.11	Business Management		
11.11-01	Lodging		
11.11-02	Recreation and Amusement		
11.11-03	Transportation		
11.11-04	Services		
11.11-05	Wholesale-Retail		

Summary List of Interest Areas, Work Groups, and Subgroups

01	Artistic	02.03	Medical Sciences	05.01-02	Environmental Protection
01.01	Literary Arts	02.03-01	Medicine and Surgery	05.01-03	Systems Design
01.01-01	Editing	02.03-02	Dentistry	05.01-04	Testing and Quality Control
01.01-02	Creative Writing	02.03-03	Veterinary Medicine	05.01-05	Sales Engineering
01.01-03	Critiquing	02.03-04	Health Specialties	05.01-06	Work Planning and Utilization
01.02	Visual Arts	02.04	Laboratory Technology	05.01-07	Design
01.02-01	Instructing and Appraising	02.04-01	Physical Sciences	05.01-08	General Engineering
01.02-02	Studio Art	02.04-02	Life Sciences	05.02	Managerial Work: Mechanical
01.02-03	Commercial Art	03	Plants and Animals	05.02-01	Systems
01.03	Performing Arts: Drama	03.01	Managerial Work: Plants and Animals	05.02-02	Maintenance and Construction
01.03-01	Instructing and Directing	03.01-01	Farming	05.02-03	Processing and Manufacturing
01.03-02	Performing	03.01-02	Specialty Breeding	05.02-04	Communications
01.03-03	Narrating and Announcing	03.01-03	Specialty Cropping	05.02-05	Mining, Logging, and Petroleum Production
01.04	Performing Arts: Music	03.01-04	Forestry and Logging	05.02-06	Services
01.04-01	Instructing and Directing	03.02	General Supervision: Plants and Animals	05.02-07	Materials Handling
01.04-02	Composing and Arranging	03.02-01	Farming	05.03	Engineering Technology
01.04-03	Vocal Performing	03.02-02	Forestry and Logging	05.03-01	Surveying
01.04-04	Instrumental Performing	03.02-03	Nursery and Groundskeeping	05.03-02	Drafting
01.05	Performing Arts: Dance	03.02-04	Services	05.03-03	Expediting and Coordinating
01.05-01	Instructing and Choreography	03.03	Animal Training and Service	05.03-04	Petroleum
01.05-02	Performing	03.03-01	Animal Training	05.03-05	Electrical-Electronic
01.06	Craft Arts	03.03-02	Animal Service	05.03-06	Industrial and Safety
01.06-01	Graphic Arts and Related Crafts	03.04	Elemental Work: Plants and Animals	05.03-07	Mechanical
01.06-02	Arts and Crafts	03.04-01	Farming	05.03-08	Environmental Control
01.06-03	Hand Lettering, Painting, and Decorating	03.04-02	Forestry and Logging	05.03-09	Packaging and Storing
01.07	Elemental Arts	03.04-03	Hunting and Fishing	05.04	Air and Water Vehicle Operation
01.07-01	Psychic Science	03.04-04	Nursery and Groundskeeping	05.04-01	Air
01.07-02	Announcing	03.04-05	Services	05.04-02	Water
01.07-03	Entertaining	04	Protective	05.05	Craft Technology
01.08	Modeling	04.01	Safety and Law Enforcement	05.05-01	Masonry, Stone, and Brick Work
01.08-01	Personal Appearance	04.01-01	Managing	05.05-02	Construction and Maintenance
02	Scientific	04.01-02	Investigating	05.05-03	Plumbing and Pipefitting
02.01	Physical Sciences	04.02	Security Services	05.05-04	Painting, Plastering, and Paperhanging
02.01-01	Theoretical Research	04.02-01	Detention	05.05-05	Electrical-Electronic Systems Installation and Repair
02.01-02	Technology	04.02-02	Property and People	05.05-06	Metal Fabrication and Repair
02.02	Life Sciences	04.02-03	Law and Order	05.05-07	Machining
02.02-01	Animal Specialization	04.02-04	Emergency Responding	05.05-08	Woodworking
02.02-02	Plant Specialization	05	Mechanical	05.05-09	Mechanical Work
02.02-03	Plant and Animal Specialization	05.01	Engineering	05.05-10	Electrical-Electronic Equipment Repair
02.02-04	Food Research	05.01-01	Research	05.05-11	Scientific, Medical, and Technical Equipment Fabrication and Repair
				05.05-12	Musical Instrument Fabrication and Repair

05.05-13	Printing	05.12-05	Braking, Switching, and Coupling	06.02-17	Equipment Operation, Clay and Coke Processing
05.05-14	Gem Cutting and Finishing	05.12-06	Pumping	06.02-18	Equipment Operation, Assorted Materials Processing
05.05-15	Custom Sewing, Tailoring, and Upholstering	05.12-07	Crushing, Mixing, Separating, and Chipping	06.02-19	Equipment Operation, Welding, Brazing, and Soldering
05.05-16	Dyeing	05.12-08	Lubricating	06.02-20	Machine Assembling
05.05-17	Food Preparation	05.12-09	Masonry	06.02-21	Coating and Plating
05.06	Systems Operation	05.12-10	Heating and Melting	06.02-22	Manual Work, Assembly Large Parts
05.06-01	Electricity Generation and Transmission	05.12-11	Welding	06.02-23	Manual Work, Assembly Small Parts
05.06-02	Stationary Engineering	05.12-12	Structural Work	06.02-24	Manual Work, Metal and Plastics
05.06-03	Oil, Gas, and Water Distribution	05.12-13	Cutting and Finishing	06.02-25	Manual Work, Wood
05.06-04	Processing	05.12-14	Painting, Caulking, and Coating	06.02-26	Manual Work, Paper
05.07	Quality Control	05.12-15	Mechanical Work	06.02-27	Manual Work, Textile, Fabric, and Leather
05.07-01	Structural	05.12-16	Electrical Work	06.02-28	Manual Work, Food Processing
05.07-02	Mechanical	05.12-17	Food Preparation	06.02-29	Manual Work, Rubber
05.07-03	Electrical	05.12-18	Cleaning and Maintenance	06.02-30	Manual Work, Stone, Glass, and Clay
05.07-04	Environmental	05.12-19	Reproduction Services	06.02-31	Manual Work, Laying Out and Marking
05.07-05	Petroleum	05.12-20	Signalling	06.02-32	Manual Work, Assorted Materials
05.07-06	Logging and Lumber	06	Industrial	06.03	Quality Control
05.08	Land and Water Vehicle Operation	06.01	Production Technology	06.03-01	Inspecting, Testing, and Repairing
05.08-01	Truck Driving	06.01-01	Supervision and Instruction	06.03-02	Inspecting, Grading, Sorting, Weighing, and Recording
05.08-02	Rail Vehicle Operation	06.01-02	Machine Set-Up	06.04	Elemental Work: Industrial
05.08-03	Services Requiring Driving	06.01-03	Machine Set-Up and Operation	06.04-01	Supervision
05.08-04	Boat Operation	06.01-04	Precision Hand Work	06.04-02	Machine Work, Metal and Plastics
05.09	Materials Control	06.01-05	Inspection	06.04-03	Machine Work, Wood
05.09-01	Shipping, Receiving, and Stock Checking	06.02	Production Work	06.04-04	Machine Work, Paper
05.09-02	Estimating, Scheduling, and Record Keeping	06.02-01	Supervision	06.04-05	Machine Work, Fabric and Leather
05.09-03	Verifying, Recording, and Marking	06.02-02	Machine Work, Metal and Plastics	06.04-06	Machine Work, Textiles
05.10	Crafts	06.02-03	Machine Work, Wood	06.04-07	Machine Work, Rubber
05.10-01	Structural	06.02-04	Machine Work, Paper	06.04-08	Machine Work, Stone, Glass, and Clay
05.10-02	Mechanical	06.02-05	Machine Work, Leather and Fabrics	06.04-09	Machine Work, Assorted Materials
05.10-03	Electrical-Electronic	06.02-06	Machine Work, Textiles	06.04-10	Equipment Operation, Metal Processing
05.10-04	Structural-Mechanical-Electrical-Electronic	06.02-07	Machine Work, Rubber	06.04-11	Equipment Operation, Chemical Processing
05.10-05	Reproduction	06.02-08	Machine Work, Stone, Clay, and Glass	06.04-12	Equipment Operation, Petroleum, Gas, and Coal Processing
05.10-06	Blasting	06.02-09	Machine Work, Assorted Materials	06.04-13	Equipment Operation, Rubber, Plastics, and Glass Processing
05.10-07	Painting, Dyeing, and Coating	06.02-10	Equipment Operation, Metal Processing	06.04-14	Equipment Operation, Paper Making
05.10-08	Food Preparation	06.02-11	Equipment Operation, Chemical Processing	06.04-15	Equipment Operation, Food Processing
05.10-09	Environmental	06.02-12	Equipment Operation, Petroleum Processing		
05.11	Equipment Operation	06.02-13	Equipment Operation, Rubber, Plastics, and Glass Processing		
05.11-01	Construction	06.02-14	Equipment Operation, Paper and Paper Products Processing		
05.11-02	Mining and Quarrying	06.02-15	Equipment Operation, Food Processing		
05.11-03	Drilling and Oil Exploration	06.02-16	Equipment Operation, Textile, Fabric, and Leather Processing		
05.11-04	Materials Handling				
05.12	Elemental Work: Mechanical				
05.12-01	Supervision				
05.12-02	Mining, Quarrying, Drilling				
05.12-03	Loading, Moving				
05.12-04	Hoisting, Conveying				

APPENDIX B

USES Interest Check List

and

Instructions for Administering

and Using the USES

~~Interest~~ Interest Check List

**Instructions For
Administering and Using
The Interest Check List
1979**

U.S. Department of Labor -
Employment and Training Administration
U.S. Employment Service
Washington, D.C. 20213

Introduction

The Interest Check List (ICL) is a technique developed to help the counselor identify the counselee's occupational interests. It is especially useful with counselees who have no definite, stated work interests or who are not aware of the variety of jobs and occupational fields that exist. No score is obtained from the Check List. It is not a test, but rather a counseling aid. It is an exploratory device from which the counselor and counselee can investigate together the range of vocational interests of the counselee.

Earlier editions of the ICL were related to previously used classification structures of the *USES Dictionary of Occupational Titles* (DOT). The 1979 edition of the ICL is designed for use with the occupational classification structure of the new *USES Guide for Occupational Exploration*. The *Guide* contains all 4th edition DOT-defined occupations (except military) organized according to an interest-oriented structure developed specifically for use in vocational counseling. By utilizing the *Guide's* descriptions of Interest Areas and the Work Groups, the counselor will be able to assist the counselee to understand his/her occupational interests. But even more important, the *Guide* will be useful for additional occupational exploration focused on those Work Groups where interests seem strongest. Suggestions for using the *Guide* in career exploration and occupational choice appear in Chapter II of that publication.

The 1979 edition of the ICL was developed by the California Test Research Field Center, with general guidance from the Testing Division of the U.S. Employment Service.

Content

The ICL consists of 210 work activity statements representing the broad range of activities in the American economy. These items were selected to reflect a sampling of jobs found in the 66 Work Groups described in the *Guide for Occupational Exploration*. Sixty-two of the Work Groups are represented by three work activities. The other four Work Groups are each represented by six work activities. Additional items were necessary in these cases to insure adequate coverage of the varied activities in these populous and important Work Groups.

The four-digit codes appearing on the ICL refer to the coding structure of the *Guide for Occupational Exploration*. The first two digits represent the Interest Areas (01 through 12) into which all occupations have been allocated. The last two digits identify a particular Work Group

within an Interest Area (e.g. 02.01 Physical Science, within Interest Area 02 Scientific). Thus, each set of work activity statements in the ICL is associated with a four-digit code corresponding to one of the 66 Work Groups in the *Guide*. Note that the ICL item sets are arranged in order of four-digit code.

Administration

The Interest Check List is self-administering. Directions in the ICL explain how to make responses. Average time to complete the ICL is approximately 25 minutes.

The following steps are suggested in administering the ICL:

- Explain to the counselee(s) the purpose of the ICL and the fact that it is not a test—that there are no right or wrong answers.
- Ask the counselee to print name, date, and address (name of school, if a student) in the space provided on the face sheet.
- Have the counselee read the directions silently. Ask if there are any questions. Be sure that the counselee understands the purpose of the ICL and how to make the responses, including double checking at least five activities most liked. Observe the first few responses to the items to make sure the directions are being followed.
- Explain that there is no time limit, but that too much time should not be spent on any one item, since a person's first reaction usually gives a better picture of interest than a carefully thought-out response. Caution the counselee not to consult others in making a choice.

Completed ICLs should be returned to the counselor for interpretation.

Suggestions for Use in Counseling

An advantage of a nonscorable check list format for an interest inventory is that it permits a joint counselor-counselee exploration in some depth of the specific responses on the check list. The better understanding of the basis for and strength of the counselee's interests achieved through these discussions will help insure more realistic interpretations and will help determine the appropriate di-

rections of occupational exploration. The following suggested approach involves counselor-counselee exploration of item responses and an interpretation of results in terms of Interest Areas and Work Groups in the *Guide for Occupational Exploration*.

Discuss "liked" activities with the counselee to be certain that they represent *true* vocational interests and *not* interests based solely on such factors as pay rate or glamorous nature of the job. First, discuss the items double checked as "most liked." Then review other items checked as "liked", particularly where there is a concentration of checks within a Work Group (four digits) or Interest Area (first two digits). It is important to discuss *what* is liked about the activities and *why* they are liked, and to explore relationships between "liked" activities in order to determine possible patterns of the strongest interests. Discuss with the counselee whether he/she had actual work experience, leisure time activities, schooling or hearsay information related to the activity and whether the counselee is interested in investigating the job possibilities for that activity or other activities in that occupational field. Interests given the greatest consideration should be those which reflect a desire to participate in the activity, rather than be an observer.

Negative interests ("disliked" activities) may also be significant, particularly when they have a bearing on the formation of the vocational plan. Activities that are disliked should usually be eliminated from consideration. However, disliked activities should be explored when the counselee has had

definite work experience or training involving these activities. In these instances, the counselor should attempt to find out *why* the activities are disliked. Responses checked as uncertain (?) might also be explored in activities where the counselee has had work experience or training.

The counselor-counselee discussions will help resolve ambiguities and inconsistencies in ICL responses and obtain a clearer picture of the general range and strength of interests underlying the responses. As a result, the counselor and counselee, working together, should be able to identify (1) the Work Groups which appear to represent the major occupational interests of the counselee and (2) the Interest Area (s) with greatest Work Group representation.

The next step involves enabling the counselee to obtain a better understanding of the Interest Areas and Work Groups and assisting him/her to explore further the Work Groups of major interest. This can be done by following the procedures described in Chapter II of the *Guide for Occupational Exploration*, under the heading "Use of the Guide in Career Exploration".

A consideration of a counselee's interests is only one factor in the development of a vocational plan. Aptitude, education, job training, personal traits, physical capacities, financial considerations, as well as job requirements and employment opportunities are other important factors. The vocational plan should represent the best reconciliation of all facts by the counselee.

Interest Check List



U.S. Department of Labor
Employment and Training Administration
U.S. Employment Service
1979



Name _____

Address or School _____

_____ Date _____

It is important to all of us that we like our jobs; doing so will increase our chances of success.

This Interest Check List may help you decide what kinds of work you would like to do. It lists activities that are found in a broad range of industries and occupations in the United States today.

Read each of the statements carefully. If you think you would "like" to do this kind of activity, make a check ✓ under the "I"; if you "don't like" the activity, make a ✓ under the "D"; if

you are not certain whether you would like the activity or not, make a / under the "?". After you have checked each activity, go back and double check ✓/ at least five activities that you think you would like most to do.

You may check an activity even if you do not have training or experience for it, if you think you would enjoy the work. Check the "?" *only* when you cannot decide whether you would like or dislike the activity, or when you do not know what the activity is.

There are no right or wrong answers. Check each activity according to how you feel about it. The more the counselor knows about your likes and dislikes, the more he or she will be able to help you in thinking about a career.

Now turn the page and begin.

Read each of the items below and indicate how you feel about the activity described by placing a check ☒ under

L (Like)	? (Uncertain)	D (Dislike)
-----------------	----------------------	--------------------

	L	?	D		L	?	D
01.01 Write short stories or articles				03.02 Supervise farm workers			
Edit work of writers				Supervise a logging crew			
Write reviews of books or plays				Supervise a park maintenance crew			
01.02 Teach classes in oil painting				03.03 Train horses for racing			
Carve figures of people or animals				Feed and care for animals in a zoo			
Design artwork for magazines				Bathe and groom dogs			
01.03 Direct plays				03.04 Pick vegetables on a farm			
Perform magic tricks in a theater				Catch fish as a member of a fishing crew			
Announce radio or television programs				Trim branches and limbs from trees			
01.04 Conduct a symphony orchestra				04.01 Direct police activities			
Compose or arrange music				Issue tickets to speeding motorists			
Play a musical instrument				Enforce fish and game laws			
01.05 Create routines for professional dancers				04.02 Guard inmates in a prison			
Dance in a variety show				Guard money in an armored car			
Teach modern dance				Fight fires to protect life and property			
01.06 Restore damaged works of art				05.01 Plan and design roads and bridges			
Carve designs in wooden blocks for				Design electrical equipment			
printing greeting cards				Plan construction of a water treatment plant			
Design and paint signs				05.02 Direct operations of a power plant			
01.07 Analyze handwriting and appraise personality				Direct construction of buildings			
Introduce acts in a circus				Supervise operations of a coal mine			
Guess weight of people at a carnival				Survey land to determine boundaries			
01.08 Model clothing for customers				Make drawings of equipment for technical			
Pose for a fashion photographer				manuals			
Be a stand-in for a television star				05.03 Operate a radio transmitter			
02.01 Develop chemical processes to solve technical				Design and draft master drawings of			
problems				automobiles			
Analyze data on weather conditions				Direct air traffic from an airport control tower			
Develop methods to control air or water				Conduct water pollution tests			
pollution				05.04 Pilot a commercial aircraft			
02.02 Study causes of animal diseases				Operate a ferry boat			
Develop methods for growing better crops				Be captain of an oil tanker			
Develop new techniques to process foods				Build frame houses			
02.03 Examine teeth and treat dental problems				Make and repair dentures			
Diagnose and treat sick animals				05.05 Prepare and cook food in a restaurant			
Give medical treatment to people				Plan, install and repair electrical wiring			
02.04 Prepare medicines according to prescription				Repair and overhaul automobiles			
Study blood samples using a microscope				Set up and operate printing equipment			
Test ore samples for gold or silver content				05.06 Operate generators at an electric plant			
03.01 Manage a beef or dairy ranch				Operate boilers to heat a building			
Operate a commercial fish farm				Operate water purification equipment			
03.02 Manage the use and development of				05.07 Inspect fire-fighting equipment			
past lands				Inspect aircraft for mechanical safety			
				Grade logs for size and quality			

	L	?	D		L	?	D
05.08 Drive a tractor-trailer truck	___	___	___	Answer questions at an information counter ...	___	___	___
05.08 Operate a locomotive	___	___	___	07.04 Operate a telephone switchboard	___	___	___
05.08 Operate a motorboat to carry passengers	___	___	___	07.04 Interview persons wanting to open checking accounts	___	___	___
05.09 Prepare items for shipment and keep records ..	___	___	___	07.05 Check typewritten material for errors	___	___	___
05.09 Receive, store and issue merchandise	___	___	___	07.05 Compile and maintain employee records	___	___	___
05.09 Record amount and kind of cargo on ships	___	___	___	07.05 Deliver mail to homes and businesses	___	___	___
05.10 Develop film to produce negatives or prints ...	___	___	___	Type letters and reports	___	___	___
05.10 Repair small electrical appliances	___	___	___	07.06 Operate a computer typewriter to send or receive information	___	___	___
05.10 Paint houses	___	___	___	07.06 Operate a billing machine to prepare customer bills	___	___	___
05.11 Operate a bulldozer to move earth	___	___	___	07.07 File office correspondence	___	___	___
05.11 Operate a crane to move materials	___	___	___	07.07 Locate and replace library books on shelves ...	___	___	___
05.11 Operate an oil drilling rig	___	___	___	07.07 Handstamp return addresses on envelopes ...	___	___	___
05.12 Recap automobile tires	___	___	___	Sell telephone and other communication equipment	___	___	___
05.12 Operate a duplicating or copying machine	___	___	___	08.01 Sell newspaper advertising space	___	___	___
05.12 Clean and maintain office buildings	___	___	___	08.01 Select and buy fruits and vegetables for resale	___	___	___
06.01 Set up and operate a lathe to cut and form metal	___	___	___	08.02 Sell automobiles	___	___	___
06.01 Drill tiny holes in industrial diamonds	___	___	___	08.02 Demonstrate products at a trade exhibit	___	___	___
06.01 Hand polish optical lenses	___	___	___	08.02 Sell articles at auction to highest bidder	___	___	___
06.02 Operate a drill press	___	___	___	08.03 Sell merchandise from door to door	___	___	___
06.02 Operate a power saw in a woodworking factory	___	___	___	08.03 Sell candy and popcorn at sports events	___	___	___
06.02 Assemble refrigerators and stoves in a factory	___	___	___	08.03 Persuade night club customers to pose for pictures	___	___	___
06.02 Operate a power sewing machine to make clothing	___	___	___	Supervise activities of children at vacation camp	___	___	___
06.02 Operate a dough-mixing machine for making bread	___	___	___	09.01 Greet and seat customers in a restaurant	___	___	___
06.02 Assemble electronic components	___	___	___	09.01 Serve meals and beverages to airline passengers	___	___	___
06.03 Inspect bottles for defects	___	___	___	09.02 Give haircuts	___	___	___
06.03 Sort fruit according to size	___	___	___	09.02 Style, dye and wave hair	___	___	___
06.03 Test electronic parts before shipment	___	___	___	09.02 Give scalp-conditioning treatments	___	___	___
06.04 Operate a grinding machine in a factory	___	___	___	09.03 Drive a bus	___	___	___
06.04 Work on a factory assembly line	___	___	___	09.03 Drive a taxi cab	___	___	___
06.04 Operate a machine that fills containers	___	___	___	09.03 Teach automobile driving skills	___	___	___
06.04 Hand package materials and products	___	___	___	09.04 Wait on tables in a restaurant	___	___	___
06.04 Assemble parts to make venetian blinds	___	___	___	09.04 Park automobiles	___	___	___
06.04 Drive a fork-lift truck to move materials in a factory	___	___	___	09.04 Cash checks and give information to customers	___	___	___
07.01 Take dictation, type and handle business details	___	___	___	09.05 Check passenger baggage	___	___	___
07.01 Search records to verify land ownership	___	___	___	09.05 Help hotel guests get taxi cabs	___	___	___
07.01 Maintain records on real estate sales	___	___	___	09.05 Operate a carnival ride	___	___	___
07.02 Maintain charge account records	___	___	___	10.01 Plan and carry out religious activities	___	___	___
07.02 Keep time card records	___	___	___	10.01 Work with juveniles on probation	___	___	___
07.02 Compute average weekly production from daily records	___	___	___	10.01 Help people with personal or emotional problems	___	___	___
07.03 Receive and pay out money in a bank	___	___	___				
07.03 Sell tickets at places of entertainment	___	___	___				
07.03 Operate a cash register in a grocery store	___	___	___				

	L	?	D		L	?	D
10.01 Provide nursing care to hospital patients	___	___	___	11.07 Direct administration of a large hospital	___	___	___
10.02 Plan and give physical therapy treatment to patients	___	___	___	11.07 Serve as principal of a school	___	___	___
Teach the blind to read braille	___	___	___	11.07 Direct operations of a museum	___	___	___
10.03 Give hearing tests	___	___	___	11.08 Write news stories for publication or broadcast	___	___	___
Care for children in an institution	___	___	___	11.08 Broadcast news over radio or television	___	___	___
10.03 Prepare patients for examination by a physician	___	___	___	11.08 Direct operations of a newspaper	___	___	___
11.01 Plan and write computer programs to help solve scientific problems	___	___	___	11.09 Plan advertising programs for an organization	___	___	___
11.01 Plan collection and analysis of statistical data	___	___	___	11.09 Direct fund raising for a non-profit organization	___	___	___
Apply knowledge of statistics to set insurance rates	___	___	___	11.09 Lobby for or against proposed legislation	___	___	___
11.02 Teach courses in high school	___	___	___	11.10 Direct investigations to enforce banking laws	___	___	___
11.02 Teach vocational education courses	___	___	___	11.10 Inspect work areas to detect unsafe working conditions	___	___	___
11.02 Manage the library program for a community	___	___	___	11.10 Inspect cargo to enforce customs laws	___	___	___
11.03 Do research to develop new teaching methods	___	___	___	11.11 Manage a hotel or motel	___	___	___
11.03 Do research to understand social problems	___	___	___	11.11 Direct activities of a branch office of an insurance company	___	___	___
11.03 Review and analyze economic data	___	___	___	11.11 Manage a grocery, clothing or other retail store	___	___	___
11.04 Serve as a court judge	___	___	___	11.12 Investigate and settle insurance claims	___	___	___
11.04 Advise clients on legal matters	___	___	___	11.12 Obtain leases for outdoor advertising sites	___	___	___
11.04 Settle wage disputes between labor and management	___	___	___	11.12 Sign entertainers to theater or concert contracts	___	___	___
11.05 Manage a department of a large company	___	___	___	12.01 Manage a professional baseball team	___	___	___
11.05 Plan and direct work of a government office	___	___	___	12.01 Referee sporting events	___	___	___
11.05 Purchase supplies and equipment for a large firm	___	___	___	12.01 Drive in automobile races	___	___	___
11.06 Examine financial records to determine tax owed	___	___	___	12.02 Perform as a trapeze artist in a circus	___	___	___
11.06 Approve or disapprove requests for bank loans	___	___	___	12.02 Perform stunts for movie or television scenes	___	___	___
11.06 Buy and sell stocks and bonds for clients	___	___	___	12.02 Perform juggling feats	___	___	___

NOW, GO BACK AND DOUBLECHECK AT LEAST FIVE ACTIVITIES THAT YOU WOULD MOST LIKE TO DO